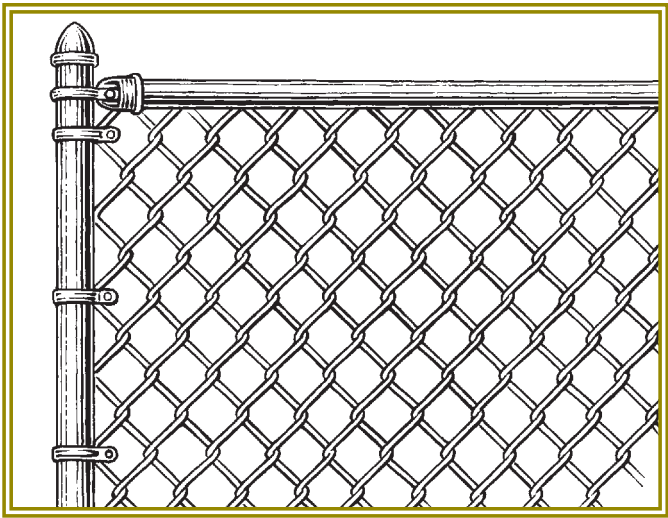




# FENCES & RETAINING WALLS

Department of  
Community Development  
**Bureau of Buildings & Zoning**  
City of Rochester, New York



## GENERAL INFORMATION REQUIRED

When applying for a permit you will need:

- Property owner's name, address and phone number
- Applicant's name, address and phone number
- If applicable, Contractor and/or plan preparer's name, address and phone number
- Project description, including size and location of fence
- Workers' Compensation Insurance Certificate or waiver.

If installer is homeowner or individual contractor without Workers' Compensation insurance, a waiver, available in the permit office, may be substituted for certificate.

If contractor has employees, a Certificate of Workers' Compensation must be provided, naming the City of Rochester as certificate holder and addressed to:

City of Rochester  
Permit Office  
Room 121B City Hall  
30 Church Street  
Rochester, New York 14614

## MAPS & DRAWINGS REQUIRED

- Two (2) copies of Instrument Survey Map for subject property if applicable
- Retaining walls higher than two (2) feet require stamped plans by a licensed professional

## FEES

- Fence - \$50.00
- The fee for a wall is based on the contractors written cost estimate of the project. The following table indicates typical permit fees according to the cost estimate:

Cost Estimate	Permit Fee
\$0-\$2,000	\$50.00
\$2,001-\$4,000	\$70.00
\$4,001-\$6,000	\$90.00
\$6,001-\$8,000	\$110.00
\$8,001-\$10,000	\$130.00
\$10,001-\$12,000	\$150.00
\$12,001-\$14,000	\$170.00
\$14,001-\$16,000	\$190.00
\$16,001-\$18,000	\$210.00
\$18,001-\$20,000	\$230.00

*If cost estimate is greater than \$20,000, please call 428-6561 for permit fee and other possible requirements.*

## MINIMUM INSPECTIONS REQUIRED

- Retaining wall - foundation depth
- Final inspection upon completion

## OWNER/APPLICANT RESPONSIBILITIES

- Ensure that a permit is obtained prior to the start of work. Permits can be obtained in room 121B of City Hall
- Ensure all inspections are performed as above
- Ensure that work is performed as per plans submitted with application
- Ensure that no damage or encroachment occurs to adjacent property during construction

Metered parking is available on North Fitzhugh Street adjacent to the building. Other parking is available in the Sister Cities Garage across the street from City Hall. The office is open from 9:00 am - 4:45 pm.

***The information in this brochure is a general overview. Certain applications may require more in-depth analysis.***

## USEFUL INFORMATION

- For properties located in residential districts, the maximum allowable height in front yard is three (3) feet and no chain link or solid fencing in front yard. Greater restrictions apply to front yards of corner parcels. Maximum height for side and rear yards is six (6) feet
- The height of the fence is measured from grade level
- If property is commercially developed, call 428-7043 for height requirements
- Barbed, electrified or razor wire is not allowed on residential fences. Barbed wire only may be allowed on commercial or industrial use fences with special approval by the Manager of Plan Review & Building Inspections
- Gates can not swing over the right of way or across lot lines
- The front lot line of the property may not be at the sidewalk
- The "good" side of the fence must face outward
- If a property is located within a preservation district or is a landmark site, a Certificate of Appropriateness will be required from the Preservation Board (call 428-7043 for more information)
- Call 428-6561 with any questions regarding retaining walls and fences used as pool enclosures